

U.S. IMMIGRATION AND NATURALIZATION SERVICE
Philadelphia District Office
News Update

A newsletter for organizations interested in U.S. immigration issues



April 2000

Number 7

First-Ever Family Shelter Care To Open in Berks County

INS Philadelphia's new Family Shelter Care offers the best facilities and services when family detention is legally mandated

The Philadelphia District Office of the U.S. Immigration and Naturalization Service (INS) is starting an innovative program to help keep family members together while under INS custody.

Called "Family Shelter Care," INS is opening the first such facility in Berks County, Pa., in the spring of 2000. The facility is designed to provide a safe and humane setting for entire families that are placed in INS custody, until they can be returned to their home countries—or oriented to life in U.S. society because of asylum or other claims.

The Family Shelter Care concept highlights INS's ongoing commitment to treat all aliens with dignity and respect. The new shelter care provides humane facilities for families that are in the United States illegally—without separating non-criminal family members with minor children.

"Shelter care is not at all like a prison," said Fran Holmes, acting Philadelphia district director. "There are no bars on the doors or windows; the facility looks more like a college dormitory." Built in the 1960s, the Berks County (Pennsylvania) government recently used the facility as a nursing home. The building needed only minor cosmetic renovations inside to make the facility well suited for family use. These renovations have been completed. Residing family members—up to 42 people—will be allowed free building access during waking hours.



Family shelter care allows INS to maintain custody of aliens—as mandated by immigration law—while still keeping families together in an open setting. This arrangement is best for the family members, especially the accompanying minor children. Even more importantly, it's the most humane manner to maintain non-criminal family members in INS custody.

"Previously, INS had contracted with hotels to house

(continued on page 2)

In this issue:

- **First-Ever Family Shelter Care to Open in Berks County**
- INS's Institutional Removal Program
- **Metal Detectors Installed at INS Philadelphia Office**
- State Department Discontinues "Hard Copy" Visa Bulletin Distribution
- **BIA Issues Documents to Assist Practitioners and Public**
- INS and DoD Create Expedited Service for Naturalizing Military Members
- **INS Philadelphia District Offices**
- INS Philadelphia Personnel Changes

INS Philadelphia To Open Innovative Family Shelter Care Facility

(cont'd from front page)

families,” said Ms. Holmes. “Most families requiring shelter care arrive in New York City, and have been housed in hotels there. The hotels provide relatively expensive housing with far fewer services than the family shelter care program.”

Family shelter care keeps parents with minor children together in one safe and stable environment. It's likely that the shelter-care process and its stable environment are much less traumatic to the family members, especially to the minor children. This stable environment is available because all the security and services required by INS can be accommodated in one facility—by one familiar on-site staff.

The facility is planned to open in the spring of 2000—after all contracting, construction and staffing are completed.

The Family Shelter Care concept highlights INS's ongoing commitment to treat all aliens with dignity and respect.

INS Philadelphia has had a professional and productive relationship with Berks County since 1995. Detention experts state that the Berks renovated facility is ideal as a shelter care facility for many reasons, including:

- it's next door (in the same building) to the already existing Youth Center (another shelter-care facility which houses unaccompanied minors in INS custody);



- it allows state-required school classes to be taught to both groups of minors—unaccompanied minors from the Youth Center, and minors from Family shelter care;
- it minimizes the amount of INS supervisors required;
- it provides a cost-effective means for INS to provide required services, such as medical/dental examinations and treatment, and translators; and
- INS already has an existing inter-governmental service agreement (IGSA) with Berks County.

According to Ms. Holmes, INS Philadelphia has developed exceptionally productive relationships with county governments throughout Pennsylvania to house criminal and non-criminal aliens in county prisons. Federal government regulations allow more flexibility in contracting with other government organizations than with private businesses; the contracts are quicker to institute and easier to maintain. In addition, many of the facilities required for the family shelter care program are already in place—including: buildings, infrastructure, staffing, business relationships, service programs, etc.

Staff from Berks County Pennsylvania—directly supervised by its County Commissioners—will oper-

(continued on page 5)

INS's Institutional Removal Program

*IRP identifies and processes criminal aliens for removal—
while they're still in the penal system*



Apprehending and removing criminal aliens from the United States is the number-one enforcement priority within the Immigration and Naturalization Service (INS). One of the most effective means of performing this ongoing mission is to identify criminal aliens while they're still serving their sentences.

The Institutional Removal Program (IRP)—formerly known as the Institutional Hearing Program (IHP)—was started for this very reason. IRP is a national program that identifies removable criminal aliens in federal and state correctional facilities, ensures they are not released into the community, and removes them from the United States after they complete their sentences. IRP is a cooperative effort among: INS, the Executive Office for Immigration Review (EOIR) and participating federal and state correctional agencies.

IRP's goal is to complete deportation administrative reviews during imprisonment and to remove aliens immediately after they complete their criminal sentences. This system minimizes the need for INS detention space, and reduces any threat to public safety. INS's IRP consists of three components—federal, state and county/local. Program operations accommodate differences in geography, preferences of the participating institutions, and the nature of the crimes and the length of sentences of the criminal aliens.

Currently, the IRP operates in the federal Bureau of Prisons (BOP) at 11 intake sites and in 40 states, the District of Columbia and Puerto Rico.

IRP Operations

The IRP streamlines removal procedures—in some cases using additional funding and dedicated INS and EOIR staff—and provides special agreements with state and federal prison systems for consolidated prisoner in-

take sites, centralized immigration-hearing locations, and consolidated prisoner release sites. These streamlined procedures allow INS to more efficiently remove deportable criminal aliens from the United States when they complete their sentences.

The IRP is a key element to improving immigration enforcement. INS has targeted resources to seven states—Arizona, California, Florida, Illinois, New Jersey, New York and Texas—which account for 75-80 percent of the approximately 84,000 foreign-born state inmates nationwide.

In fiscal year (FY) 1998, IRP removed 13,973 criminal aliens; and in the first nine months of FY 1999 IRP removals were 15,026, up 47 percent over last year's rate. These numbers reflect only those cases where an order of removal was issued before the sentence expired.

...seven states...account
for 75-80 percent of the
approximately 84,000
foreign-born state inmates
nationwide.

INS installed video teleconferencing equipment at 20 IRP-related sites in FY 1999 to permit interviews and hearings at remote locations. This technology allows INS to decrease travel time and expenses for aliens and INS staff, and improves security and public safety by reducing the need for transporting criminal aliens. Video teleconferencing also reduces travel requirements for judges, interpreters, attorneys and other court staff.

(continued on page 11)

Spotlight on:

Allenwood Federal Prison Institutional Removal Program (IRP)

Office Name : Allenwood Federal Prison
Institutional Removal Program
Address: Route 15 (2 miles North of Allenwood)
Telephone: Information: 570-547-6903

IRP Director: Robert M. Culley

Staff: The Allenwood Federal Prison Institutional Removal Program (IRP) is a joint operation between two INS programs: Detention & Deportation and Investigations. Allenwood's IRP director supervises both groups.

Detention & Deportation Section—11 employees:
3 Deportation Officers, 2 Deportation Clerks, and 5
Detention Enforcement Officers, and a Supervisory
Detention and Deportation Officer.

Investigations Section—8 employees:
4 Immigration Agents, 2 Investigative Assistants,
an Investigative Clerk, and a Supervisory Immigration Agent.

History

Allenwood's IRP had humble beginnings, opening in May 1996 with a skeleton crew operating out of excess office space in the downtown Lewisburg, Pa., Post Office. The unit became completely operational in October 1996 after the newly instituted officers received the mandatory INS training.

The unit quickly began identifying and processing incarcerated criminal aliens in the custody of the Bureau of Prisons (BOP) Allenwood Federal Prison Complex—a 20-mile commute from the office spaces.

In May 1998, the unit moved into newly remodeled office spaces located on the BOP Allenwood Federal Prison Complex—a move that saved at least 40 staff hours in commuting time per week. Four months later, the unit received a key piece of computer software.

CAIS 98 is a computer database which tracks and processes all foreign-born federal inmates held at the Allenwood/Lewisburg Federal Prison Complexes. The system downloads information from BOP's computer system weekly and alerts the unit to new foreign-born inmate arrivals into the Federal Prison Complex.

The IRP staff then investigates those arrivals for alienage, nationality, and immigration violations. The computer system contains a database merge system that contains the necessary INS documents to quickly process criminal aliens for removal proceedings. This tracking and processing system significantly enhances IRP's efficiency, and provides caseload accountability.

CAIS 98...tracks and
processes all foreign-born
federal inmates held at the
Allenwood/Lewisburg
Federal Prison Complexes.

Operational Plan

The Federal Bureau of Prisons provides INS with 737 prison beds for inmates determined to be IRP-eligible. IRP-eligible inmates are either foreign-born, or on an immigration hold and within 20 years of completing their prison sentence. IRP-eligible inmates are

(continued on page 12)

Shelter Care: *Innovative Planning Helps Keep Families Together*

(continued from page 2)

ate the Family Shelter Care facility. An on-site INS officer permanently stationed at the facility will closely monitor and work daily with the Berks County staff.

The following services will be available to the families that stay at the Family Shelter Care facility at Berks:

- Daily meals
- Translation services
- School for school-aged children—a requirement of the Commonwealth of Pennsylvania
- Preventive medical and dental examinations, and emergency treatment
- Legal services from local volunteer organizations
- English language instruction
- U.S. culture orientation classes.

Whenever legally possible, INS prefers to release family members on their own recognizance, or into the custody of a relative. However, through immigration law, Congress requires INS to place in custody aliens who illegally arrive at U.S. airports or seaports.

Exact costs of the Family Shelter Care are not yet available. Federal regulations prohibit discussions or speculation of costs while contracting negotiations have not been concluded, said Ms. Holmes.

The length of stay for any alien is determined by various factors. However, an especially important factor is how long the country of origin takes to provide travel documents for the families. No nation will allow anyone into its country without this permission to enter its borders. Some countries take longer to provide these



View of the February rolling hills of Berks County Pennsylvania FROM the recreation room of the soon-to-open Berks County Family Shelter Care facility.

documents than others. Various legislative factors may allow families to leave shelter care before they receive these documents.

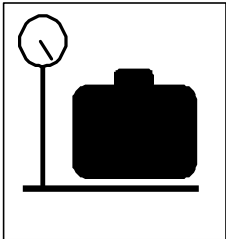
It's likely that some aliens who are placed into the Family Shelter Care facility will apply for asylum. INS Philadelphia will work closely with the family members, and with the Newark Asylum Office, to process their claims. However, asylum is granted on a case-by-case basis by the U.S. Attorney General after an extensive interview and review process. Those granted asylum may apply for permanent resident status after one year. After five years as a permanent resident they may apply for naturalization.

A ceremony marking the opening of the facility is planned for the spring.

Metal Detectors Installed at INS Philadelphia Office

The District Improves Its Overall Building Security to Help Protect Its Customers and Employees

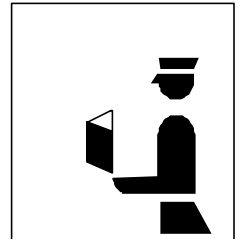
INS's Philadelphia District Office installed a long-awaited metal detector and baggage x-ray machine to improve the security for the INS office staff and its customers.



The new equipment means that INS visitors must place their bags on the conveyor to be x-rayed before they then walk through a metal detector—just like at airports. The new procedures also mean new entrance and exit locations. The entrance path for all visitors is now through the main

16th St. double doors, through the building lobby and the new security equipment, and then into the first floor waiting room or into the elevators for INS appointments. To keep the entrance doors clear, the main exit is through the waiting room and out the 16th St. (north) door. The previous main entrance for visitors—the Callowhill door—is now used as an emergency exit only.

“Security becomes a more and more important issue each year—especially in the modern city,” said Acting District Director M. Frances Holmes. “Our new security procedures will be a minor inconvenience to our visiting public. However, just like airport security, it’s become a necessary inconvenience that we all eventually get used to.”



“Our visitors and our INS employees have a right to expect a secure environment,” continued Ms. Holmes. “The new security equipment and procedures will improve the overall building security.”

The new equipment is “an ounce of prevention,” according to the district director. “We’ll never know what incidents we’ve prevented by installing the new equipment,” said Ms. Holmes.

Signs have been placed throughout the first floor identifying the new visitor traffic flow.

State Department Discontinues “Hard-Copy” Visa Bulletin Distribution

The Department of State discontinued distributing its monthly **Visa Bulletin** newsletter in hard-copy format, and will now rely exclusively on electronic distribution. The publication provides the monthly visa cutoff dates and other related visa information.

The latest issue of the Visa Bulletin can be accessed electronically on the internet at:
http://travel.state.gov/visa_bulletin.html

You can also request to be added to the email subscription list by sending an email to:
VISABULLETIN@STATE.GOV

The automatic email service will arrive at your email address about two weeks earlier than the previous hard-copy format.

As a last resort, the visa cutoff dates are also available by telephone on a recorded message at **202-663-1541**. The recording is normally updated by the middle of each month with information on cutoff dates for the following month.

The February 2000 Visa Bulletin was the last hard-copy issue.

Change-of-Address Telephone Service Now Available to Naturalization Applicants

Notifying INS of address changes is now just a phone call away for naturalization applicants.

The Immigration and Naturalization Service (INS) and its Philadelphia District Office recently announced a new service for most naturalization applicants. Immigrants applying for citizenship can now report a change-of-address by calling a single toll-free number—**1-800-375-5283**—instead of submitting their new address in writing to their local INS office. The new program is just the latest in a series of ongoing INS efforts to provide better customer service and improve naturalization processing.

The new change-of-address service was successfully implemented in Florida and California. It's now being expanded to include the remaining 48 states, including the three states covered by INS's Philadelphia District—Delaware, Pennsylvania and West Virginia.

Naturalization applicants who move while their application is pending must report their new address to INS so the agency can notify them of their fingerprinting, interview and oath ceremony appointments—three vital steps in the naturalization process. Applicants who do not inform INS of their change-of-address may not receive notice of these important scheduled appointments and, consequently, may risk being denied naturalization because they failed to appear.

INS initiated this new service because written address change submissions were not being recorded in a timely manner. This sometimes resulted in applicants failing to respond to an INS notice because it was sent to an incorrect address. The new call-in service will speed the recording of this vital information in INS's com-

puter database and help prevent applicants from being adversely affected due to an address-change issue.

INS urges all naturalization applicants who have moved to or within the states that now have access to the change-of-address system to use this new service. Applicants who already submitted an address change in writing should also call the toll-free number to confirm that INS

has their correct address. The agency will correct any past actions that were based on an incorrect address—including rescheduling an interview, fingerprinting or oath ceremony appointment. INS will also reopen a case that has been denied because an applicant failed to appear after submitting a new address to INS.

The new call-in service is provided by the INS National Customer Service Center—a toll-free telephone line that currently provides basic eligibility and how-to information nationwide.

To report a change-of-address, naturalization applicants should call **1-800-375-5283** from 8 a.m. to 6 p.m. (local time), Monday through Friday¹. An automated menu of options will direct callers to an INS customer service representative who will take the new address information and ensure that the change-of-address is processed. Callers will need to provide the following information: name, A-(alien) number, date of birth and country of birth, as well as their old and new mailing addresses. This service is available in both English and Spanish. (Request to have forms sent by mail by calling: **800-870-3676**, or get both forms and INS information from the INS internet webpage at: **www.ins.usdoj.gov**)

¹ The change-of-address service is available (Monday through Friday) in Alaska=8 a.m.–5 p.m., Hawaii=8 a.m.–4 p.m., Puerto Rico and the U.S. Virgin Islands=9 a.m.–6 p.m.





Executive Office for Immigration Review

BIA Issues Documents to Assist Practitioners and Public

EOIR—The Board of Immigration Appeals (BIA) issued three new publications to provide basic information to people involved in immigration proceedings, and to answer frequently asked questions about how the appeals process works at the Board. The publications include: *The BIA Practice Manual*, *Questions and Answers Regarding Proceedings Before the Board*, and *Questions and Answers Regarding Oral Argument Before the Board*.

Practice Manual

Written for attorneys and accredited representatives, including both private practitioners and government attorneys, the Practice Manual describes procedures, requirements, and recommendations for practice before the Board of Immigration Appeals. The Practice Manual includes invaluable charts and tables for quick reference.

Questions & Answers Regarding Proceedings Before the Board

This collection of frequently-asked questions about appeals of Immigration Court decisions is written primarily for individuals who represent themselves before the Board. The Q&As on Proceedings summarizes how the appeals and motions process works and helps the reader to prepare timely and complete filings. In addition to providing general guidance on appeals and motions, the Q&As on Proceedings includes references to applicable regulations and laws and a glossary of legal or specialized words and phrases.

Questions & Answers Regarding Oral Argument Before the Board

This collection of frequently asked questions about oral argument before the Board is aimed at attorneys and representatives who request, or consider requesting, the opportunity to present oral argument.

A printed set of the Practice Manual and Questions and Answers will initially be distributed in binders to organizations involved in the representation of individuals in proceedings as well as the Immigration and Naturalization Service and other Federal agencies. Following this initial distribution, the Board will make these documents available only through the Web site maintained by the Executive Office for Immigration Review (EOIR). The Board designed all three documents so that they may be printed in a loose-leaf format and placed in binders. The Board will update these documents to reflect changes in law and policy and in response to suggestions by the parties using them. Revisions will be posted on the EOIR web site.

The Practice Manual and the Questions and Answers are part of the Board's overall effort to improve customer service and to make the appeals process more understandable to all interested parties. Among other benefits, the Board expects these materials: to help clarify the appeals process for everyone involved, to minimize delays in the process caused by misunderstanding or confusion, and to build confidence in the efficiency and fairness of the process by helping to keep it as orderly and timely as possible.

The BIA Practice Manual and the Questions and Answers are available on the EOIR Web site at www.usdoj.gov/eoir.

Editor's Note: EOIR and the BIA are branches of the Department of Justice, but are not part of INS.

INS and DoD Create Expedited Service for Naturalizing Military Members

The Immigration and Naturalization Service (INS)—in concert with the Department of Defense (DoD) and the Military Services—has streamlined the application process for immigrants seeking U.S. citizenship based upon military service.

The process used to take 24 months or longer to complete. These processing times may be reduced to as little as three to four months. Through Air Force and Army administrative offices and through Navy, Marine Corps and Coast Guard legal offices, the services are now assisting service members in completing all necessary paperwork and presenting the INS with completed packets.

Not being an American citizen can place hardships on individuals' military careers. It can impede security clear-

Not being an American citizen can place hardships on individuals' military careers.

—Jim Wolfe, special assistant to the secretary of the Air Force

ances, promotions, overseas assignments and deployments, and in some cases, reenlistments, said Jim Wolfe, a special assistant to the secretary of the Air Force. There are roughly 28,000 resident aliens serving in the U.S. military, according to DoD officials.

INS developed the new process capitalizing on existing technology and serving as a pilot for future processing of other applications.

This streamlined process requires that the military services take a more active roll in processing the citizenship applications. Military applicants obtain the naturalization (N-400) form and submit the completed applications to the

designated point of contact (POC) at their local installation. The military office then reviews the application for completeness, and certifies the applicant's military service from their service records using INS Form N-426. The military office also completes the G-325B check (Biographic Information Forms), attaches the member's photos and copies of the resident alien (green) card. The military office even schedules fingerprint appointments with INS's application support centers (ASCs).

Most services will be provided at the local level through the member's commands, in conjunction with their local legal and criminal investigative offices.

Afterwards, the military office forwards the entire completed applications with attachments to INS's Nebraska Service Center (NSC) to review, enter data, and track. The NSC then assigns the application to the appropriate INS office to interview the applicant. Service members stationed overseas may select either INS's Honolulu or Washington, D.C., offices for their interview and oath ceremony.

Wolfe called the program a win-win-win situation. He said it's good for everyone involved: individuals get their citizenship faster; the services don't have to deal with as many restrictions on individuals careers; and the INS gets some of their workload done for them.

"I'm very excited about this program," said Mrs. Carolyn Becraft, assistant secretary of the Navy for manpower and reserve affairs. "Before, permanent residents have been precluded from certain assignments because of their status. Now, they'll be able to get those kinds of jobs they aspire to, especially ones involving security clearances. This will also help members with reenlistment, but if they want to leave the military, they can now come out as U.S. citizens."

The new application process for military members started Dec. 1, 1999. All military-based naturalization applications filed after Dec. 1 and before Feb. 1, 2000 were directly forwarded to the Nebraska Service Center. After Feb. 1, military naturalization applications filed with the other three service centers will be returned to sender advising them to send the applications to Nebraska.

Those military applications filed before Dec. 1 will be identified, reviewed and expedited.

INS Philadelphia District Offices

National Customer Service Center: 800-375-5283, TTY (for hearing impaired): 800-767-1833
INS Forms sent by mail, call: 800-870-3676
Internet website: <http://www.ins.usdoj.gov> (for INS forms and information)
(access INS Philadelphia from the Field Offices section)

INS Philadelphia District Offices

INS Philadelphia District Office ♦

1600 Callowhill Street, Philadelphia, PA 19130
 215-656-7178 – Exams, 215-656-7095 (fax)
 215-656-7195 – Investigations
 215-656-7164 – Detention & Deportation
 Window Hours: M-W & F — 7:30 a.m. - 3 p.m.
 Th — 7:30 a.m. - 11 a.m.

INS Pittsburgh Suboffice

2130 Federal Building, 1000 Liberty Avenue
 Pittsburgh, PA 15222-4181
 412-395-4465 – Exams, 412-395-6375 (fax)
 Window Hours: M, Tu, Th & F — 9 a.m. - 3 p.m.
 W — 9 - 11 a.m.

INS Dover Field Office

1305 McD Drive, Dover, DE 19901
 302-730-9311, 302-730-9310 (fax)
 Window Hours: M-F — 8 a.m. - 1 p.m.

INS Charleston Field Office

210 Kanawha Blvd. W., Charleston, WV 25302
 304-347-5766, 304-347-5765 (fax)
 Window Hours: M-F — 9 a.m. - 3 p.m.

INS Fingerprints — Fingerprints are taken only by INS, and by appointment only — after submitting an application for benefits with the application fee and a \$25 fingerprinting fee. **Hours of operation:** Tues. & Thurs.: 9 a.m. - 8 p.m., Wed. & Fri.: 9 a.m. - 5 p.m., Sat.: 8 a.m. - 2 p.m.

Application Support Centers (ASCs) – Hours: Tuesday through Saturday, 8 a.m. to 4 p.m.

- Philadelphia – 8th & Arch Sts. (enter from 8th St.)
- Pittsburgh – 800 Penn Ave., 1st Floor

Co-located INS Fingerprinting Offices – Hours: Monday through Friday, 8 a.m. to 4 p.m.

- Charleston, WV – 912 Virginia St.
- Dover, DE – 1305 McD Drive

INS Philadelphia Application Processing Times – March 2000

(Times reflect applications which include all required documentation.)

Application Name and Form Number	Processing Times	
	Philadelphia	Pittsburgh
Naturalization (N-400)	12 months	12 months
Adjustment of status (I-485)	3 months	4 months
Orphan Petitions (I-600) and Advance Processing Application for Orphans (I-600A)	1 month	2 months
Certificate of Citizenship (N-600)	2 months	2 months
Certificate of Citizenship for an adopted Child (N-643)	8 months	6 months
Replacement Certificate of Naturalization (N-565)	3 months	2 months
	Note 1	Note 1

Note:

1. One to six months, depending if the file is in INS Phila., or is immediately retrievable from another INS office.

IRP identifies and processes criminal aliens for removal

(continued from page 3)

Under a plan implemented in FY 1997, INS now works in partnership with the federal Bureau of Prisons at 11 BOP prisons designated as IRP intake and hearing sites. At those sites, INS agents interview and process criminal aliens, review their cases and, as appropriate, conclude removal proceedings. When criminal aliens finish their sentences in federal custody, INS releases them at specified sites close to international airports or other transportation points to facilitate their removal from the United States.

Planned Improvements

INS is making a number of process improvements to enhance the IRP's overall efficiency. These improvements include:

- Deploying a computer system designed to support the IRP. The Criminal Alien Investigations System (CAIS) can accept data from the BOP's SENTRY system, support managing IRP's case work, generate forms, create statistical and management reports, and upload data into the INS Deportable Alien Control System.

- Increasing the use of administrative removal and reinstatement of deportation processes for criminal aliens. This eliminates the need for a hearing in front of an immigration judge, freeing resources for



other cases and beds for additional IRP cases.

- Piloting the limited use of expedited removal procedures in three federal IRP sites in Texas for certain aliens previously convicted of illegal entry. These cases generally have very short sentences, making it difficult to complete formal removal proceedings before release. Under authority provided in law, expedited removal procedures will permit removal without formal proceedings before an Immigration Judge while ensuring protection for those presenting a credible fear of persecution upon their return home.

Personnel Changes at INS Philadelphia

J. Scott Blackman is still detailed from the District Director position in Philadelphia to act as INS's Eastern Regional director in South Burlington, Vt. INS Philadelphia Deputy District Director **M. Frances Holmes** continues to serve as Acting District Director.

Karen Landsness will soon be arriving as Philadelphia's Assistant District Director for Examinations. She's taking over for **Donald T. Monica** who transferred to INS's Moscow office as Officer-in-Charge in October. Karen also filled in for Don when he was detailed to Nairobi following the office bombing there in 1998.

Kathy Bausman returned from maternity leave in January. A big thanks to **Kristin Falcone** who filled in as Philadelphia's Congressional Liaison during Kathy's absence.

Jacqueline Osterlind, Supervisory Detention & Deportation Officer, will start maternity leave in May. A vacancy announcement to temporarily fill her position has been posted.

Linda Valentine returned from maternity leave. Thanks to **William Lowder** who acted as Supervisory Special Agent in Investigations in her absence.

Spotlight on: Allenwood Federal Prison Institutional Removal Program (IRP)

(continued from page 4)

classified into two categories: aliens pending immigration court proceedings or **hearing eligible**, and aliens pending release or **release eligible**.

When opened, the Allenwood IRP was allotted bed space for 482 hearing-eligible aliens—i.e., they must be IRP-eligible, have more than a year of their sentence left to serve, and not yet been placed through immigration court proceedings.

Once placed into an IRP-hearing status, INS officers:

- investigate the inmate's case
- determine alienage and nationality
- determine if the inmate's crimes violate immigration law
- process the inmate

- place the inmate in formal deportation/removal proceedings
- and hold the inmate in that status until a decision or pending appeal is reached in the inmate's case.

Upon being ordered removed/deported, the inmate is transferred to another prison, and another IRP hearing-eligible inmate is transferred in to fill his place.

The remaining 255 of the overall 737 IPR beds are designated for release-eligible inmates—i.e., criminal aliens with less than a year to serve on their sentence. Release-eligible inmates are placed in INS custody at the Allenwood Complex when they complete their sentences, and are immediately deported/removed from the United States without detention time or cost to the Immigration Service.

Allenwood IRP Productivity/Current Operation Statistics

	FY 1997	FY 1998	FY 1999
# Aliens charged (represents aliens identified and charged with immigration law violations)	406	783	837
# Final orders of removal (represents aliens receiving final ruling on deportation processing)	190	590	560
# Aliens Released to INS (represents aliens transferred to INS custody after serving their criminal sentences)	227	364	334

INS's *News Update* is an unofficial publication of the U.S. Immigration and Naturalization Service Philadelphia District Office at 1600 Callowhill Street, Philadelphia, PA 19130. *News Update* is published for congressional staffs – and others interested in U.S. immigration.

Readers with inquiries or requests may call the Editor at 215-656-7171, or fax your suggestions to 215-656-7200.
M. Frances Holmes, Acting District Director Carl Rusnok, Editor